New York State
Department of State
DIVISION OF CORPORATIONS,
STATE RECORDS AND
UNIFORM COMMERCIAL CODE
One Commerce Plaza
99 Washington Ave.
Albany, NY 12231-0001
https://dos.ny.gov

NEW YORK STATE OF OPPORTUNITY. | **Division of Corporations, State Records and Uniform Commercial Code**

DOCUMENT AND CERTIFICATE COVER SHEET

Contact Information

Name: _____

Mailing Address: _____

_____

Email Address: _____

Phone Number: _____

Request for Filing of Document

Exact Name of Entity: _____

_____

Document Type: _____
(i.e., Certificate of Incorporation, Articles of Organization, Certificate of Amendment, etc.):

Request for Copies or Certificates of Status (Check the appropriate box)

Exact Name of Entity: _____

☐ Certified Copies of all Documents on File ($10 per document)

☐ Plain Copies of all Documents on File ($5 per document)

☐ Certified Copy of _____ ($10 per document)
(specify document)

☐ Plain Copy of _____ ($5 per document)
(specify document)

☐ Certificate of Status - Long Form ($25 per document)

☐ Certificate of Status - Short Form ($25 per document)

Method of Delivery of Filing Receipt or Other Document

All documents will be returned to the email address listed above with the exception of certified and uncertified copies filed before July 1990.

DOS-2183-f (04/22)

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CERTIFICATE OF CHANGE
OF

_____

(Insert Name of Foreign Corporation)

Under Section 1309-A of the Business Corporation Law

FIRST: The name of the corporation as it appears on the index of names in the Department of State is:_____.

(Complete the following section only if the corporation has agreed to use a fictitious name in New York State.)

The fictitious name the corporation has agreed to use in New York State is:

_____.

SECOND: The jurisdiction of incorporation of the corporation is:

_____.

THIRD: The date on which the corporation was authorized to do business in New York State is:

_____.

FOURTH: The change(s) effected hereby are: *(Check appropriate statement(s))*

☐ The county location, within this state, in which the office of the corporation is located, is changed to:_____.

☐ The post office address to which the Secretary of State shall mail a copy of any process against the corporation served upon the Secretary of State by personal delivery is changed to read in its entirety as follows:

_____.

☐ The email address to which the Secretary of State shall email a notice of the fact that process against the corporation has been served electronically upon the Secretary of State is:

_____.

☐ The email address to which the Secretary of State shall email a notice of the fact that process against the corporation has been served electronically upon the Secretary of State is changed to read as follows:

_____.

☐ The email address to which the Secretary of State shall email a notice of the fact that process against the corporation has been served electronically upon the Secretary of State is deleted.

☐ The corporation hereby designates

_____
its registered agent upon whom process against the corporation may be served.
The street address of the registered agent is:

_____.

☐ The corporation hereby changes the designation of its registered agent to:

_____.
The street address of the registered agent is:

_____.

☐ The corporation hereby changes the address of its registered agent to:

_____.

☐ The corporation hereby revokes the designation of its registered agent.

X _____
(Signature)

_____
(Name of Signer)

Capacity of Signer *(Check appropriate box)*:

☐ Officer

☐ Director

☐ Authorized Person

CERTIFICATE OF CHANGE
OF

_____
(Insert Name of Foreign Corporation)

Under Section 1309-A of the Business Corporation Law

Filer's Name and Mailing Address:

_____
Name:

_____
Company, if Applicable:

_____
Mailing Address:

_____
City, State and Zip Code:

NOTES:
1. The name of the corporation and the date it was authorized to conduct business in New York State provided on this certificate must exactly match the records of the Department of State. The information should be verified on the Department of State's website at https://dos.ny.gov.
2. This form was prepared by the New York State Department of State. You are not required to use this form. You may draft your own form or use forms available at legal stationery stores.
3. The Department of State recommends that all documents be prepared under the guidance of an attorney.
4. The certificate must be submitted with a **$30** filing fee.

For Office Use Only